

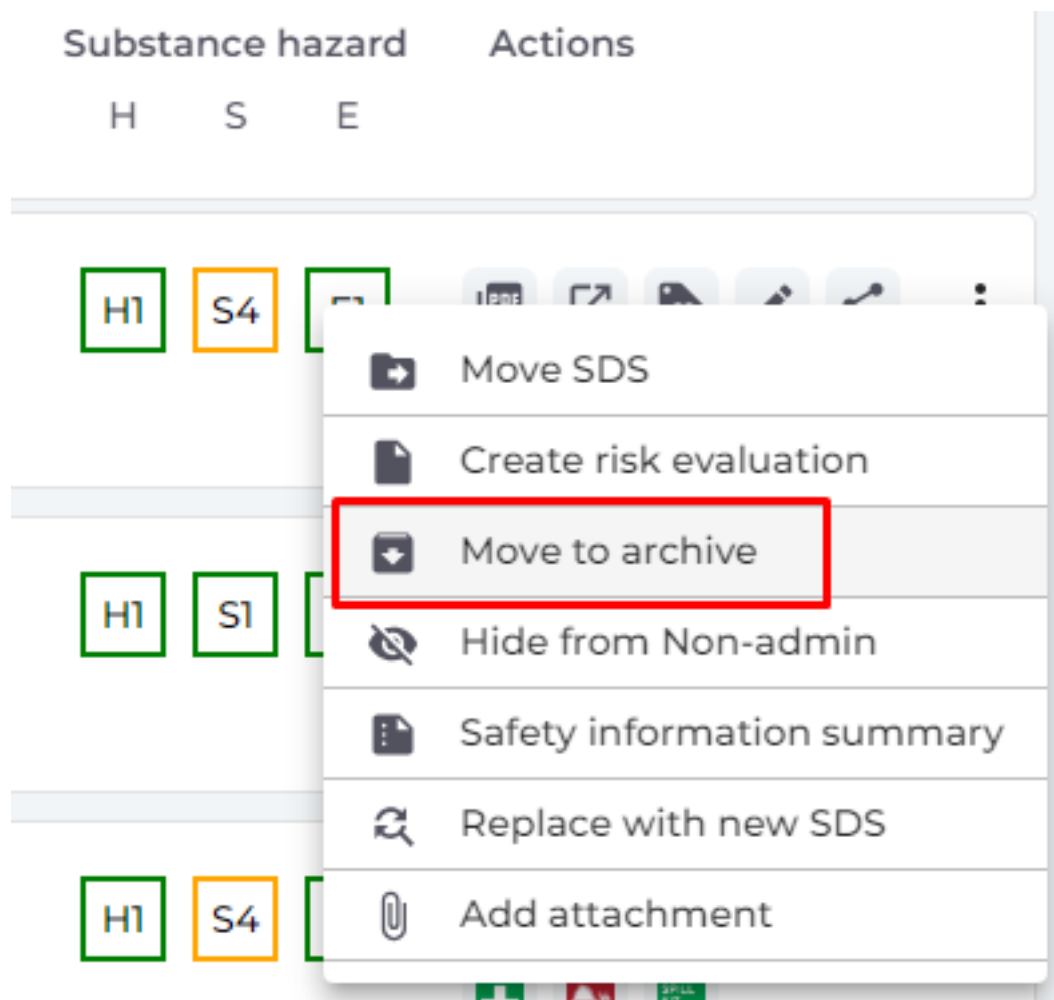
SDS Inventory Manager in use

What do I do with SDS for chemicals that we no longer use (Archive SDS)?

Chemicals that you no longer use can be archived from a location. Here is how to do that:

Open 'All my SDSs' or 'Manage SDS Library' page and find the SDS.

Click on 'More actions' icon in the Actions column, select 'Move to archive' and confirm.




The archived substances will be seen in the 'Archive' page.

Click here to [open SDS Manager and access your archived SDSs \(require login\)](#).

On the archive page, you can permanently remove a Safety Data Sheet (SDS) from your library. Simply click "Permanently Delete" next to the SDS you wish to eliminate.

SDS Inventory Manager in use



Dashboard

All my SDSs

My locations

Manage SDS Library

Global SDS Search

SDS compliance

All Our SDSs



Archive

SDS where newer version exists

Substances with missing SDS

Archive

Product, supplier name

| Product Name | Supplier Name | Product Code | Revision date | GHS | Locations | |
|--------------------------------------|------------------------|--------------|---------------|--|------------------|---|
| 100 % natural processed walnut shell | Agri Empresa LLC | | 2022-09-15 | | Factory Himalaya | <div>Undo Archive</div> <div>Permanently delete</div> |
| 12415 FOAM INS REP CDN 9.5% DEET | Croc Bloc Products Inc | 12415 | 2018-10-31 | <div> </div> | Factory Equator | <div>Undo Archive</div> <div>Permanently delete</div> |

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